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September 26, 2007

TO: Each Health Deputy

FROM: John F. Schunhoff, Ph.D.   
Chief Deputy Director

SUBJECT: **SOLE SOURCE PURCHASE ORDER AGREEMENT FOR SYMPOSIA**

This is to inform you that the Department of Public Health (DPH) intends to enter into a purchase order agreement in the amount of \$56,004 with the California Association of Public Health Laboratory Directors (CAPHLD). The agreement will provide qualified administrative services (ancillary services) for two (2) Bioterrorism symposia for sentinel laboratorians that address topics relevant to the current cooperative agreement. Presentations will address a combination of issues limited to emerging infectious diseases, pandemic flu, agro-terrorism, agents that threaten the integrity of the food supply, and response planning and disease surveillance. The symposia serve not only as an educational forum but a networking tool to strengthen the communication and working relationships of the local public health laboratories, LRN Reference Laboratories, and sentinel laboratories.

Pursuant to the award of funds to Los Angeles County by the Centers for Disease Control and Prevention (CDC), the PHL is charged with the provision of required laboratory training that will place emphasis on staffing levels, both didactic and bench level training needs, possession and/ or access to distance learning facilities, types of training materials desired to facilitate in-house continuing education activities, and willingness to partner with the County to increase access of laboratorians to distance-learning programs related to bioterrorism, emerging and re-emerging infectious diseases, and/or public health emergencies.

Funding for this agreement with the CAPHLD is provided by the Centers for Disease Control and Prevention, Bioterrorism Preparedness and Response Cooperative Agreement, Notice of Award, Number 5U90TP917012-08 issued on September 11, 2007. Unless otherwise instructed by a Board office, we will proceed to negotiate the above-mentioned purchase order sole source contract with the prospective vendor.

If you have any questions or need additional information, please let me know.

JFS:rlp

c: Sheila Shima  
Robert Ragland